

Faculty Senate Meeting Minutes 10/30/2024

1. Roll Call (Chris Summa)

2. Approval of the minutes (Chris Summa)

Minutes unanimously approved, no abstentions

3. Brittany Elder, United Way

From now until Nov 15 there is a United Way Campaign partnered with UNO
ALICE – Asset Limited, Income Constrained, and Employed
In Orleans parish, 55% of families are below the HH Survival Budget (\$87,444)
UnitedWaySELA.org/UNO – can do payroll deduction or credit card donation
Three Upcoming volunteer days Nov 9 (St. Tammany), Nov 16 (Ben Franklin Elementary),
Dec 13 (Orleans Parish)

4. Mariana Martinez, Privateer Pantry

Assistant Director for Student Outreach and Affairs
Provides a free service to any currently enrolled student for are experiencing food insecurity
(canned foods, dry goods, snacks, and personal care items)
This semester – to today – 400 orders and usage is going up
Please consider donating – can be done through WorkDay, by dropping of items at 248
University Center, or by shopping their Amazon WishList.
<https://www.uno.edu/privateerpantry>

5. Updates from the Faculty Senate President (Andrea Mosterman)

a. General updates

Administrators at Faculty Senate

It turns out that is very unusual to have Administrators at Faculty Senate Meetings. Our prior Provost had required this of Administrators but this is no longer required by our current Provost.

Addition of Faculty on-campus presence added to Faculty Workload policy

The FSEC recommended that there be no modifications to the policy since on-campus presence is currently already mandated in the Faculty Workload policy, but rather just remind the Deans and Chairs that the current policy should be enforced

Reappointment Emails

Reappointment emails were sent in October (for one year) and these were never sent out before, with lack of context. The reference to “this year” made it unclear to untenured faculty what the point of this email was to align our HR practices with what is common at other Universities.

In future these will be coming for Academic Affairs in August, and the emails are simply to be “consistent” with generally accepted practice.

One justification about sending these emails so late was to have time to develop the correct language to use in the statement.

The Deans and the Chairs were not notified that these emails would be sent, which added to the confusion and agitation.

PROVOST’S STATEMENT:

“---Reappointment letters will be issued annually each August given that annual faculty evaluations (in Faculty 180) are completed in April/May annually.

---This year they went out in October given that Human Resources was developing the language for the reappointment letters that were sent last week.

---Reappointment letters will in future be sent from Academic Affairs (not Human Resources.) Academic Affairs is now principally managing faculty academic appointment matters similarly to what Academic Affairs does with new faculty and summer school. Academic Affairs (not Human Resources) managing faculty academic appointment matters is consistent with practice at many universities across the country.

---Since the reappointment letters were sent out last Friday, Academic Affairs has and will continue to field questions/clarifications/corrections from faculty when questions specific to individual faculty have been directed to Academic Affairs.

---Academic Affairs (me or Tina who heads up Faculty Affairs) attend the monthly Council of Chairs/Directors that I resurrected last spring (2024) to strengthen shared governance on campus. We will share at the next in-person Chairs/Directors meeting the substance of this communication about annual faculty reappointment letters this year and beyond.”

Per-Unit Breakdown of the Budget / VP Business Affairs

The FSEC has asked Mamie Gasparcz with a per-unit breakdown of the budget. Despite multiple requests it never arrived, and now Mamie is no longer in that position. The per-unit breakdown has, however, now been received.

It has been shared with the Budget Subcommittee

Our new VP of Business Affairs is Dr. Edwin Litloff (from Grambling State University)

Mamie’s salary’s new salary (i.e. a new position) will not come out of General Funds

When we hire a new VP there is supposed to be a National Search, and there are supposed to be representatives of stakeholders in the Search

“How did this come about?” President’s response: Because of the critical nature of the position at this time, she asked the Board to waive the requirement for a standard National Search.

The Board granted permission to waive the National Search, and appoint Dr. Litoff but the Board still needs to approve it.

When Mamie was hired there were 35 applicants in that Search

We have only cut 5% - we still need to come up with another 10% and it does not seem like outsourcing the Area is going to happen anytime soon

We do not know at this point to the extent to which he is informed of the current situation at UNO

b. Anonymous questions

Some have been resolved/answered, some have been assigned to and are still in subcommittee and some have been folded into subcommittee updates

c. FS Elections Update - Rescheduled for December meeting

“The officer elections shall be run by an Elections Officer appointed by the Senate President from the Senate Executive Committee and an elected representative from the Academic, Faculty and Administrative Affairs, and Budget and Fiscal Affairs Senate Committees. These individuals shall solicit and submit a slate of candidates for the Senate transition meeting elections, at least 7 days before the Senate meeting when the elections are to take place.”

Andrea will put together the committee in the next few days, in order that the process (and the candidates) be known and well understood beforehand.

Elections will be held at the December meeting for VP of Faculty Senate (tenure is only for 4 months)

6. Committee Reports

a. Budget and Fiscal Affairs Committee

Working on 3 resolutions

Faculty Salary / Pay for Summer School

Transparency of the Budget Process

Have a separate account for Research and Sponsored Programs

Research Account Resolution from the Faculty Senate Budget Committee

Whereas, research, scholarly and creative activities are an integral parts of the University’s mission as an urban research university and central to its goal to retain its R2 status;

Whereas, money generated through grants and contracts should be dedicated to support and promote research, creative activity, and other scholarship at the University;

Therefore, the Senate Faculty Budget Committee requests that the University maintain a bank account separate from the general fund. Funds brought into the university from grants and contracts would be put into this account, which would be used to support activity directly related to research, creative and scholarly activity.

Motion to suspend the rules to vote on the Resolution (C. Trumbach)

Vote on the motion to suspend the rules

Unanimously approved, no abstentions

Vote on adoption the Resolution

Unanimously approved, no abstentions

b. Academic Committee

We have learned that Course Evaluations will be in Canvas, (a module called CourseEvalHQ) and will be sent directly (though anonymized) to the faculty member without passing through Office of Institutional Research and Effectiveness first, which was the old model (WebStar)

We have obtained the UNIV 1000 standard syllabi and will share with the Faculty Senate if it is deemed appropriate. The Secretary will attach these Syllabi.

c. Faculty and Administrative Affairs Committee

Evaluation of the President and other Administrators

In the past, all Administrators were evaluated every 3 years – faculty and other relevant stakeholders would evaluate the person. The supervisor of that position would meet with relevant stakeholders and report.

It got off schedule. Connie had to contact such administrators in order to solicit from them contacts at other institutions who were in a position to evaluate them.

He called a meeting the Friday after grades were due at 8AM and, having been advised by HR not to report, declared that he will not report.

In the fact-finding phase to see how this is done at other institutions

7. Old Business

a. Discussion and vote regarding the motion to form an ad-hoc Research Committee

Draft Resolution has been shared

Research infrastructure is compromised (building infrastructure, Office of Research infrastructure / people)

Comment: is the already existing Research Council effective? Is this duplication? What's the difference?

There is FS representation on the Research Council but it is not a complete overlap.

The Research Council does have representatives from each College

Ultimately the hiring of VP of Research is more of a solution (and part of the impetus for this Resolution / Committee) and is now in process

A 3-5 year plan, similarly to what was produced by the International Education Advisory Committee could be a function of either this FS committee or the Research Council

There is already supposed to be a FS Liaison to the Faculty Senate.

Comment: The Office of Research is focused on money, and not on intellectual product

Motion: To table (withdraw) this Resolution, based on the search for a new VP Research being in process and based on the overlap between the proposed function of the Committee suggested by this Resolution and the Research Council

b. Space and Utilization Committee updates (Jim Mokhiber and Steve Rick)

Discussed the ways principles and guidelines for the workings of the Space Utilization Committee

Discussed membership and who should be on it.

Testing was being done Education Building in to ensure its safety

Discussion ensues:

When is Cove going to reopen? It'll take \$140K to fix the HVAC. There should be some space dedicated to Music Performance.

Decommissioning / moving of people in Milneburg has not been a smooth process

Faculty and staff are not movers or packers – books, documents, etc. are having to be moved by the faculty and staff on their own.

There has been no updates on what is going to happen with the student storage spaces

The amount of savings on the decommissioning of Milneburg is a moving goalpost.

Goal – get everyone out by the end of the semester

c. International Education Advisory Committee updates (Marc Landry)

We met with Asst Prov Penser and Brian Bell – there are encouraging things Dashish and Innsbruck were successes and Mexico (Oaxaca) has legs (through ARCOS)

Space and Stable Budgets have been assured

Hired Claire McGowen as Assistant Director

Jennifer Torres – head of ISEP – does student exchanges

8. New Business

9. Updates from Provost Darrell Kruger

Letters – he takes responsibility for not hitting brakes before HR sent out those letters. It was prompted by the UL system asking questions about whether these type of reappointment announcements were be sent out.

Comment: supervisors should be told about this before it goes out.

Student / Faculty Evaluations – it is a requirement from the UL system that we do it.

Students and faculty will receive email that these evaluations will be available in Canvas and how to complete it.

It will be easily accessible by the faculty member and will remain in Canvas while the faculty member is still employed at the University

Gardner Project

Project is moving forward

Rachel Clostio – the FS representative

Get To Know UNO – will take place this Saturday – faculty are encouraged to attend

10. Adjournment

Unanimous vote to adjourn, no abstentions

FACULTY SENATE ROSTER / SIGN IN

		Representation	First	Last	Term	Committee	Sign In
1	1	Administration	N. Tina	Johnson	24-25		
2	1	Staff Council	Coleen	Maidlow	24-25		CM
3	1	SG President	Joshua	Trochez	24-25		
4	1	Alumni Assoc	Dinah	Payne	24-25		
5	1	Adjunct	David	Lambour	24-25		
6	1	COBA	DJ	Min	24-25	D	
7	2	COBA	Cherie	Trumbach	24-27	SE, B	
8	3	COBA	Greg	Price	23-26	C	
9	4	COBA	Randy	Kearns	22-25	D	
10	5	COBA	Kabir	Hassan	23-26	A	
11	1	COE	Ting	Wang	23-26	SE, D	
12	2	COE	Damon	Smith	24-27	B	
13	3	COE	Satish	Bastola	24-27	C	
14	1	COLAEHD	Juana	Ibáñez	24-27	B	
15	2	COLAEHD	Andreas	Mosterman (Pres)	24-27	SE, C	
16	3	COLAEHD	Ariya	Martin	22-25	A	
17	4	COLAEHD	Dan	Rule	22-25	B	
18	5	COLAEHD	Max	Krochmal	24-27	B	
19	6	COLAEHD	Brian	Beabout	23-26	A	
20	7	COLAEHD	David	Beriss	24-27	B	
21	8	COLAEHD	John	Kiefer	23-26	A	
22	9	COLAEHD	Roberto	Barrios	24-27	D	
23	10	COLAEHD	Marc	Landry	23-26	Gen Ed.	
24	11	COLAEHD	James	Mokhiber	24-27	SE, D	
25	12	COLAEHD	Michelle	Wade	23-26	A	
26	1	COS	David	Podgorski	24-27	SE, C	
27	2	COS	Phoebe	Zito	23-26	Gen Ed.	
28	3	COS	Steve	Rick	23-26	B	
29	4	COS	Simon	Lailvaux	23-26	D	
30	5	COS	Chris	Summa (Sec.)	23-26	SE, A	
31	6	COS	Rachel	Clostio	23-26	A	
32	1	Library	Connie	Phelps (VP)	24-27	SE, D	
33	2	Library	Lindsey	Reno	22-25	B	

KEY: **Bold** : Elected Senate Governance

Blue : Senate Executive Committee

Committees: A – Academic

C – University Curriculum Committee (UCC)

B – Budget

D – Administrative

Wednesday, October 30, 2024

UNIVERSITY SUCCESS
UNIV 1001 Section XYZ

INSTRUCTOR

John Doe
jdoe@uno.edu
123-456-7890
Office Hours: Day & Time
Or by appointment

PEER MENTOR

Sally Sue
ssue@uno.edu
123-456-7890

COURSE DESCRIPTION

UNIV 1001 is a one-credit course designed to ease the transition to college by providing skills and strategies for successful degree completion in a supportive environment. As part of UNIV 1001, you will gain knowledge and skills to improve academic performance, progress toward major and career goals, and advance your personal development.

STUDENT LEARNING OBJECTIVES

Students in this course will:

1. Develop skills to manage time, well-being, and personal resources.
2. Be introduced to learning strategies to manage the University of New Orleans academic environment.
3. Gather information on campus resources that support academic growth and development as UNO community members.

PEER MENTOR

As an added resource for first-year students, each section of UNIV will have a Peer Mentor. This upper-class student will attend all UNIV classes and assist the instructor in facilitating the seminar. You will see them across campus at events and in classes. Peer Mentors serve as a resource for questions about classes, social activities, and New Orleans cultural/academic life while helping to make the first semester at UNO a more successful and enjoyable experience.

COURSE MATERIALS

- **Textbook:** There is no formal textbook for this course. Many of the required class activities, assignments, lectures, and resources will be obtained from your instructor or located on Moodle.
- **Canvas:** This class will utilize Canvas as a means of distributing important announcements, assignments, grades, and updates. Students are expected to check Canvas regularly in order to excel at UNO, as it will be the hub of many of your classes.
- **Zoom:** If UNIV 1001 is offered in a hybrid or fully online format, class lectures will be held on Zoom at the same date and time as your regularly scheduled class period. Your instructor will provide you with a Zoom meeting link and will post the recorded lecture to Moodle after class. Consult with your instructor if you have internet access issues that may prevent you from attending the Zoom meeting at the scheduled time.

COURSE REQUIREMENTS:

UNIVERSITY SUCCESS 1003

UNIV 1003 Section **P123**

Spring 2024

INSTRUCTOR

John Doe

jdoe@uno.edu

123-456-7890

Office Hours: Day & Time

Or by appointment

COURSE DESCRIPTION:

This course is designed to help students learn the strategies needed to be successful in college and launch you on the path of self-growth and discovery. Through an interactive seminar incorporating activities, application and reflection, students will approach topics related to academic success and the challenges that might impede the path to graduation. With a strong focus on memory, self-management, study behaviors, motivation, and engagement with university support networks, students will develop the behaviors and skills necessary to achieve academic self-confidence and excellence.

STUDENT LEARNING OBJECTIVES:

- Students will be able to describe the benefits of class preparation, attendance, and participation.
- Students will learn to apply specific learning strategies in their study habits.
- Students will identify at least three campus resources that assist them in their academic endeavors.
- Students will develop strategies and transform existing practices to encourage academic recovery.
- Students will understand UNO policies and procedures for academic standing.
- Students will develop and utilize an Academic Success Plan throughout the semester to guide through academic endeavors, and ultimately, become a better college student.

COURSE MATERIALS:

- **Textbook (Provided):** Hopper, C.H. (2015). Practicing College Learning Strategies. Wadsworth Publishing.
- **Moodle:** This class will utilize Moodle as a means of distributing important announcements, assignments, grades, and updates. Students are expected to check Moodle regularly in order to excel at UNO, as it will be the hub of many of your classes.
- **Zoom:** If UNIV 1003 is offered in a hybrid or fully online format, class lectures will be held via Zoom at the regularly scheduled date and time of the course. Your instructor will provide you with a Zoom meeting link and may post the recorded lecture to Moodle after class. Consult with